

An Outline for a Good SIWES score

Categories

1. Program Inclined Job
2. Logbook
3. Report
4. Defense

The Grading

1. Program Inclined Work..... 5 marks
2. Logbook..... 30 marks
3. Report..... 30 marks
4. School Supervisor..... 10 marks
5. Defense Questions..... 15 marks
6. PowerPoint..... 4 marks
7. Defense Dressing..... 5/6 marks
8. **Total score**_____ **99/100 marks**

The Report

The highest score that can ever be scored in a report is 27 or 28 marks but never 30 marks.

- Follow the outline that is sent by school.
 - A chapter should have just three order heading. ***DO NOT DIVIDE FURTHER BEYOND THE THIRD-ORDER HEADING***
 - Chapter Title should be written with the font style 'Heading 1', which is the first-order heading.
 - Chapter Section Title should be written with the font style 'Heading 2', which is the second-order heading. Example Chapter 1, 1.1, 1.2, 1.3, etc. There is chapter section title like 1.0 or 2.0, it is a wrong section title and **marks would be lost for this.**
 - Chapter Subsection Title should be written with the font style 'Heading 3', which is the third-order heading. Example Chapter 1, 1.2.1, 1.2.2, 1.2.3, etc. **Only use this if it is unavoidable.**
- Note: DO NOT USE 'HEADING 4'. IF NECESSARY, USE BULLETS. ANYTHING THAT EXCEEDS 'HEADING 3', WOULD LEAD TO A DEDUCTION OF 10 MARKS.**
- Do not make the 'Table of Content' manually, if manual there would be a **DEDUCTION OF 2 MARKS.** You can find the **Table of Content** to use in the **References menu bar**, it should be the last thing you do because it would automatically generate the table of content for your document if you use the right order for the chapters of the report.
 - Do not write scantily.

- If any tables are used i.e. list of tables, table, or list of figures, etc. do not do it manually. If done manually, there would be a **DEDUCTION OF 2 MARKS**.
- Challenges encountered.
 - DO NOT WRITE ABOUT TRANSPORT.
 - DO NOT WRITE ABOUT STRIKE.
 - DO NOT WRITE ABOUT PUBLIC HOLIDAY, but it can be indicated.
 - Write about getting placement.
 - And other possible challenges encountered.
- Diagrams and programs written must be centralized.
- For tables, Titles should be on the top of the tables.
- For figures, Titles should be under the figures.
- Refer to a course that was similar to what you encountered or were taught during your internship. ***THE REFERENCE IS IMPORTANT, WITHOUT IT IS A DEDUCTION OF 4 MARKS***. Reference should be in the last page. Use IEEE Referencing Style, e.g. Lectures Names(highest rank first).

Defense

- PowerPoint presentation has **4 MARKS**.
- Dress code should be cooperate with a **JACKET is 5 MARKS**.
- If the place IT is done is relevant or major, that is **6 MARKS**.
- Questions asked would be **15 MARKS**. If all questions are answered right, that is 15 marks. Questions would be asked based on what you did relating to lower level courses but hardly anything from 400 level courses.

The Logbook

- There must be sketching, use pencil to draw not pen.
- IT can be done in two places but nothing more than that.
- The work done should not be scanty.